

MEMORANDUM FOR: Personnel Director

SUBJECT : Changes in Department of State Policies and Regulations
Affecting Benefits of Overseas Employees

1. As you know, Foreign Service News Letter No. 77, July, 1953, outlined various policy and regulatory changes affecting Department of State personnel in connection with overseas tours of duty, travel, transportation, and related subjects. The changes made by the Department of State suggest the need for study within this Agency to determine appropriate courses of action. Some of the changes would appear to be so clearly improvements over previous practices that it is believed we should expedite parallel revisions of our own regulations.

2. It is believed that expedited action to amend CIA Regulations should be taken by your Office in order to:

✓ a. Effect curtailment of employee's privileges to change designated home address for home leave purposes, along the same lines announced in Foreign Service News Letter No. 77.

b. Provide for cancellation of home leave privileges when an employee resigns after the commencement of home leave.

3. It is requested that the Personnel Office study the general problem of Agency policy regarding the duration of tours of duty. The applicability to CIA of the three-year tour announced by the Department of State should serve as the point of departure for such a study. Recommendations resulting from your study should be made to this Office by 4 September 1953.

15/
L. K. WHITE
Acting Deputy Director
(Administration)

SA/DD/A:DCK:jec(13 Aug 53)

cc: ✓ DD/A Chrono
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